Gallery Walk Reflections from the April 2013 EEF Sessions

EEFs worked together to critically reflect on how the evaluation process went this year and to plan strategically for next year.

1. Prior to the Year
	* Successes
		+ Prior training/workshops- goal-setting, artifacts, rubric unpacking
		+ Communication with principal around goal setting- clear communication about expectations
		+ Collaboration in school teams
	* Challenges
		+ High anxiety among school staff about how evaluation would be used
		+ Confusion over the process and expectations for schools, principals and teachers re: deadlines, requirements, tools
		+ Discomfort using technology/ EDFS platform
		+ Collaboration was not communicated as a priority; teachers not given time to collaborate
		+ Inconsistent information from district/principals passed on
		+ Late start/ late appointment of EEFs
		+ Mindset shift- “improve” not “prove” yourself
2. Middle of the Year
	* Successes
		+ Clear expectations from evaluators
		+ Follow-up meetings and communication about dates/deadlines
		+ Collaboration with teams in schools
		+ Mid-year meeting for clarity with EEFs
		+ Building trust and communication around evaluation process
	* Challenges
		+ Administrators were struggling with caseload/ deadlines
		+ Lack of clarity around timeline and feedback
		+ Evaluation feedback not concrete enough
		+ Maintaining focus and motivation
		+ EDFS website constantly changing
		+ Hard to find time for continuing PD
		+ Confused/ frustrated about artifacts- uploading, choice, rationale
3. End of the Year
	* Successes
		+ Increased collegiality and collaboration in school
		+ More meaningful portfolio of work
		+ Better understanding of the process and its purpose
		+ Use of data in ongoing inquiry cycles
	* Challenges
		+ Summative assessment- timeline difficult at end of year, many have not completed
		+ Lack of clarity around revision of artifacts
		+ Logistics- deadlines/ EDFS website challenges for uploading artifacts
		+ How will this relate to planning for next year?
4. Data Inquiry Throughout the Year
	* Successes
		+ Opportunity for collaboration and sharing knowledge
	* Challenges
		+ Inconsistent support among administrators- some give a lot of support, some not so much
		+ Limited data available for some grades/subjects
		+ People unsure how to use data effectively

Suggested strategies for 2013-2014

* At schools:
	+ Plan early
	+ Use lessons learned this year to inform planning for PD/ time management/ goal setting for next year
	+ Collaborate in school teams to set goals, unpack rubric, support each other
	+ Be thoughtful in establishing priorities for the school
	+ Communicate!
	+ Appoint an EDFS point person in each building to relay messages between school and district
	+ Make time to reflect on given feedback
	+ Make time to revisit action steps throughout the year
* At the district level:
	+ Establish specialized support teams from the district by grade level for developing action steps
	+ Principals need support on time management for evaluations
	+ Provide examples of model artifacts
	+ Create a time management/timeline cheat sheet